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Applicant Info

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Performance Measures

Budget Section 1

Budget Section 2

Review

Authorize and Submit

Applicant Info ?

Please enter/review your applicant and project information.

NOFA information ?

NOFA: FY 2020 AmeriCorps VISTA State New Projects

Due Date: 09/15/2020

Summary: The FY 2020 AmeriCorps VISTA State NEW Projects NOFA is for new projects with start dates between October 2019 and September 2020. Please contact your CNCS State Office for confirmation if uncertain which NOFA to apply against.

Project Application Info

Project Application ID:
19VS218419

NOFA: FY 2020 AmeriCorps
VISTA State New Projects

Type: New
Status: Grantee Initial Entry

Applicant information ?

Applicant/User: Mr. David McClave

Authorized Representative: McClave, David

Project information:

The project information section defines the name and location of the project, the state in which the volunteers or members will be serving, and the name and contact information for the project director.

First-time applicants: Use the "create a new project" link to enter the information about your project. (Hint: Select a unique project name for each application that you submit.) Continuation Requests and Recompete Applicants: Use the view/edit link to review the project name and address and update as necessary and confirm that the project name associated with this request matches the project name used last year.

Select a project: [enter new](#) [view/edit](#) ?

* Project Director: [enter new](#) | [view/edit](#) ?

Project Website URL:

Target Populations

- ☒ Low-income Native Americans, Native Alaskans & Pacific Islanders
- ☒ Low-income individuals with disabilities
- ☒ Individuals & families experiencing homelessness
- ☒ Unemployed individuals
- ☒ Low-income adults
- ☒ Low-income youth
- ☒ Low-income formerly incarcerated youth
- ☒ Low-income formerly incarcerated adults
- ☒ Low-income communities
- ☒ Low-income veterans
- ☒ Low-income military families

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Application Info

Please enter the requested application information below.

Areas affected by the project (Max. 1000 chars) List Cities, Counties or States

San Bernardino County

Project Start and End Dates

Proposed Start Date: 12 / 22 / 2019

Proposed End Date: 03 / 27 / 2022

Project Application Info

Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New Projects

Type: New

Status: Grantee Initial Entry

Other

The Application is Subject to Review by **State Executive Order 12372** Process.☐ Yes ☒ No

If yes, please enter the date of the review. Month / Day / Year...

Applicant is Delinquent on any federal debt.

☐ Yes ☒ No

If yes, please explain. (Max. 240 chars)

State Application Identifier:

VISTA

Program Type: Standard

Cost Share: ☒

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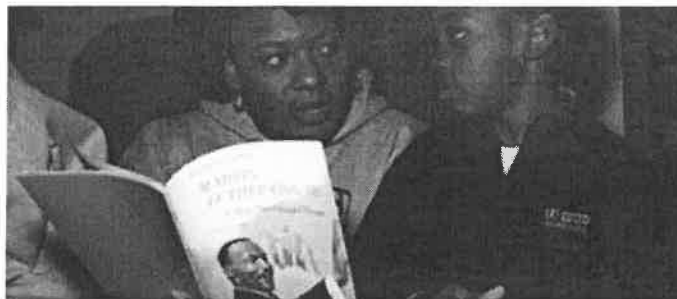
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Project Application Info

Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New Projects

Type: New

Status: Grantee Initial Entry

Legal Applicant Info

San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415

Narratives

Please Enter or edit the Narrative for each category as appropriate

☒ narrative entered ☐ narrative not entered ☒ Executive Summary[view/edit narrative](#)☒ Summary of Accomplishments[view/edit narrative](#)☒ Need[view/edit narrative](#)☒ Strengthening Communities[view/edit narrative](#)☒ Recruitment and Development[view/edit narrative](#)☒ VISTA Assignment[view/edit narrative](#)☒ Project Management[view/edit narrative](#)☒ Organizational Capability[view/edit narrative](#)☒ Other[view/edit narrative](#)☒ Intermediary Justification[view/edit narrative](#)508 Approved | [Contact Help Desk](#) | [disable the pictures](#)

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Executive Summary

The San Bernardino County Public Defender's Office mission is defending Constitutional rights and pursuing justice through excellent representation. Our vision is to be recognized for providing the best defense. The proposed Vista project aligns with the CNCS focus areas and objectives of economic opportunity and veterans/military families. The Vista project will seek to end the revolving door of justice which continually shackles individuals to poverty.

The San Bernardino County Public Defender's Office believes its new program, Building Communities through Post-Conviction Relief and Engagement will accomplish the aforementioned goals by: removing artificial barriers to employment and housing, increase client's access to social services, improve client and residents opportunity for civil engagement, and promote client and residents participation in the community.

The VISTA project expects to benefit any county resident (past or present) who have been convicted of a qualifying offense within San Bernardino County. At this time, it is difficult to give an estimated number of individuals who will benefit from the program, as any individual who has been convicted of a qualifying offense going back as far as the 1950's would be eligible for post-conviction relief. With that said, the department handled approximately 50,000 new filings within the last fiscal year. Not all of these individuals would be eligible for post-conviction relief, but it gives a brief approximation of the number potential beneficiaries on a yearly basis.

The 4 VISTA members will contribute to the goals of the project by helping to expand the scale, impact and resource leveraging ability of the department to implement its new program. The VISTA members will serve as community liaisons to cultivate relationships, form strategic alliances and promote the department's post-conviction relief services with local GO's, CBO's and NGO's. The VISTA members will help create and roll-out the new program and begin a new grass roots media campaign to strengthen the department's relationship with the community. The VISTA members will help to create a data collection system for the department to use to track results; employment, promotions, pay increases, housing, restoration of rights and connecting clients with sustainable social services over 3 years; which will be the expected length of the project.

SUMMARY OF ACCOMPLISHMENTS

N/A

GRANT NEED

Over the last decade, a powerful movement led by formerly incarcerated people, community based organizations (hereafter CBO's) and non-government organizations (hereafter "NGO's), have elevated the issue of criminal justice reform across the United States. After a 2011 federal court order mandated that California reduce the population of its overcrowded prisons, thousands of inmates were transferred from state prisons to county jails as a part of a process called "realignment." Recognizing that more than one in four Californians, or eight million adults, had a criminal record on file with the state, which is a by-product of the decades of over-criminalization and policing of low-income communities of color. [1] The California Legislature, by and through the electorate, enacted numerous criminal justice reform propositions and statutes to aid those with criminal convictions. Since 2014, California has passed Proposition 47 (reducing certain non-violent felony charges to misdemeanors), Proposition 57 (parole for non-violent offenders), Proposition 64 (decriminalizing marijuana crimes), and Penal Code Section 851.91 (sealing of arrest records where no conviction was sustained). Some residents with criminal convictions can still attempt to have past criminal convictions removed from their records under California Penal Code Section 1203.4 (expungement) and California Penal Code Sections 4852.10 - 4852.21 (certificate of rehabilitation and pardon).

Although the California Legislature and some of the electorate have embraced the need for criminal justice reform by enacting the aforementioned propositions and statutes to aid those with criminal convictions. This does not mean the message of criminal justice reform resonates with every citizen in California. Often times, "tough on crime" policies that pervade our communities cement the traditional approach to criminal justice: retribution. Some in California, are already seeking to undo some of California's criminal justice reforms through proposed 2020 ballot initiatives that would, among other things, reduce the number of inmates who can seek earlier parole and reclassify theft crimes back to felonies. [2]

In California, research has shown that more than half of those released from prison will be back behind bars within three years. [1] Many reenter their communities having served time for minor, nonviolent drug or property crimes. Whether a previously incarcerated person is employed is one of the most significant factors in reducing the number of people who return to prison or jail, helping them reclaim their lives and reintegrate into society. [2] There is also a direct correlation between high rates of poverty and homicide rates. In California, cities where poverty is low have few if any homicides versus those where poverty is high and the numbers of homicides are equally high. [3]

Criminal background checks result in discrimination against more than one in four Californians who have arrest or convictions in their past, despite the fact that the vast majority of those job-seekers have not recently served time. In addition, Californians with criminal convictions are categorically shut out from hundreds of occupations that require licenses or other clearance from the state. Lastly, stigma among employers remains a substantial barrier for all people with records, and it has an immensely disproportionate impact on Latinos and African Americans; which currently constitute 63 percent of San Bernardino County residents. [4][5]

Beyond background checks, a broad array of other statutory and administrative roadblocks systematically exclude reentry into the workforce and deny individuals access to critical services that could ease their transition back into the community; such as student loans, food stamps, housing subsidies. A majority of formerly incarcerated people are either homeless or live with family members upon release. Their housing situations remains precarious because local housing policies prohibit

previously incarcerated individuals from living in the home. Their families' housing is also threatened because the entire household becomes subject to eviction for having an unapproved tenant. This untenable situation exist despite federal guidance that encourages local public housing agencies to support family reunification for people coming out of jails or prison. The practice of exclusion is not solely limited to public housing; private landlords use background checks to exclude those with criminal convictions. Without a stable place to call home, holding down a job or completing a job training program become exponentially more difficult.

San Bernardino County finds itself at a cross roads in the movement towards positive criminal justice reform. Current needs are not being met because our county lacks restorative justice programs that reduce violence, recidivism and cost. Compounding the lack of restorative justice programs in San Bernardino County is that its residents face a whole host of socioeconomic inequities which puts the county on the brink of spiraling further into poverty.

Geographic Characteristics Of San Bernardino County:

San Bernardino County is the largest county in the contiguous United States, encompassing 20,053 miles, which includes 24 cities, 81 unincorporated communities and a population of 2,174,938. From 2000-2016, the population of San Bernardino County increased 18.6 percent and was the fifth largest population in the state of California. [Last recorded data] [6]

Social Characteristics Of San Bernardino County:

54 percent Latino, 28 percent White, 9 percent African American, 7 percent Asian/Pacific Islander, 1 percent Native American. 1 percent two or more races; 20 percent of county residents are born outside of the United States and 41 percent of County households speak a language other than English at home; 42 percent of households have children under 18 and 34 percent of families have children under 18 led by a single parent.[6]

Poverty And Unemployment Rate:

The current poverty rate in San Bernardino County is 16.2 percent, which has continued to rise over the last 10 years and is currently higher than the state and national averages. In 2017, 23 percent of children under the age of 18 were living in poverty versus 20 percent in 2008. The percentage of adults living in poverty also grew during this same time from 12.5 percent in 2008 to 14 percent in 2017. There is also a growing pool of working poor within San Bernardino County. In 2017, 7 percent of the civilian labor force ages 16 and older who were employed were living in poverty. Also, the poverty rate for the unemployed population in the labor force has increased, rising from 23.8 percent in 2008 to 32 percent in 2017. [6]

Affordable Housing:

Between 2016 and 2017, the cost of living in San Bernardino County rose 2.5 percent. It was also 28 percent more expensive to live in the county when compared to the national average. Over the last year, the median rental rates in San Bernardino County increased 5 percent; median rent for a one-bedroom apartment was \$1,003. The hourly wage needed to afford such an apartment was \$19.29; equivalent annual income of \$40,120. [6]

Housing Assistance:

Residents seeking assistance through the local housing authority receive little help due to low supply and high demand. Most seeking rental subsidy will wait many years before the opportunity arises. In 2017, there were over 40,000 households waiting for rental assistance vouchers. The supply of vouchers remains limited because housing authorities have not had the opportunity to apply to the federal government for additional housing vouchers since 2003. [6]

Hunger Related Statistics:

As of 2016, 12 percent of the residents in San Bernardino County faced food insecurity. [7]

Crime Rate:

In 2016, the City of San Bernardino had 35 homicides; the per capita rate resulted in the City of San Bernardino outpacing Chicago for the title of deadliest city in the United States. Although the County has seen a slight decline in property crime between 2014 and 2016, it has seen the violent crime rate increase 20 percent. Specifically, since 2014, the rate of rape increased 74 percent, robbery 19 percent, aggravated assault 16 percent, homicide 14 percent (2017- 128 homicides). This rate of increase means that a County resident had a 1 in 18 chance of being a victim of either a violent/property crime. Overall, 97 percent of California communities had a lower crime rate. [6]

Without change to the current structure of the criminal justice system in San Bernardino County, the revolving door of the criminal justice system will continue to turn. The focus of the San Bernardino County Public Defender's Office (hereafter "SBCPD") is to reorient the public, policy makers, law enforcement, prosecutor, judges and probation officers to institute effective criminal justice reform into the County. The SBCPD seeks to introduce a paradigm shift that will be achieved through visionary leadership, community engagement, adequate funding and resources. SBCPD believes its new program, Building Communities through Post-Conviction Relief and Engagement will accomplish the aforementioned goals by: removing artificial barriers to employment and housing, increase client's access to social services, improve client and residents opportunity for civil engagement, and promote clients and residents participation in the community.

The new program will build off the current Post-Conviction Relief Unit (hereafter "PCRU"), which was formed in 2014. Originally, the SBCPD created the PCRU, which was comprised of two attorneys and one office assistant, because the relief granted under Proposition 47 was not automatic. Every person with a criminal history seeking relief needed the assistance of an attorney (SBCPD) because the petitions and the arguments made in support thereof are hyper-technical. As the California Legislature and the electorate continued to pass more criminal justice reform proposition and statutes, the department continued to add more staff to provide services to the growing number of eligible individuals who could petition for relief. Today, this unit is currently comprised of four attorneys (including one Supervising Deputy Public Defender), two paralegals and three office assistants. Although the SBCPD has been able to continue to add additional staff, it still faces funding restrictions which limits the department's ability to fully service eligible individuals and develop a comprehensive public education campaign.

A public education campaign is one of the key components of the new program because SBCPD faces limited political engagement and activism of the electorate. In addition to the overall 16 percent poverty rate discussed above, over 40 percent of county residents qualify for Medi-Cal. Given the pressing need

for basic services, many county residents cannot engage in reform efforts and merely subsist. San Bernardino County has many socioeconomic inequities and lacks sufficient reform and progressive-minded residents that engage in the policy-making process. By making direct contact with the electorate, a dialogue for change can begin to address specific local needs, which will be focused on creating pathways out of poverty for low-income communities that can then be carried to the policy makers, law enforcement, probation department, prosecutors and judges.

Over the last year, the SBCPD has been successful in connecting with GO's, CBO's and NGO's in the cities of San Bernardino, Rancho Cucamonga and Victorville. The SBCPD has jointly conducted 20 job, resource and expungement fairs in the last 12 months. At each of these fairs, the PCRU comes into direct contact with 25 to 200 community members who need assistance in just clearing their criminal records. This does not include the number of community members who overall attend the fairs for job, education and social services. Over the last 12 month period, the PCRU has processed 700 applications.

The SBCPD needs to strengthen its current relationship with GO's, CBO's and NGO's, but also expand its reach into the County's remaining 21 urban/rural cities and the 81 unincorporated communities. By tapping into inherent community assets, strengths and resource, SBCPD can make sure that the new program gains a firm foothold in each community and builds a frame work of support that all residents of the communities can rely on to support each other.

Research from Clearinghouse Community, part of the Sargent Shriver National Center on Poverty, supports SBCPD's belief that removing criminal convictions from individuals' records is an effective tool to bring individuals out of poverty. Their study shows that when "expungements" allow a person to get a job, that person's family income increases. Clients at the project earn an average of \$6,190 more each year after an "expungement." [8] One reason "expungement" raises income is that it helps applicants obtain professional licenses. An estimated 20 percent of the U.S. workforce required a professional license. An unquantifiable benefit of "expungement" on employment is workers willingness to apply for jobs, promotions or new positions without fear of disqualification by a background check. [] As more and more people become employed and secure housing, they start to become more self-sufficient. As they begin to lift themselves out of poverty, they start to engage in more community-oriented events rather than worrying about where they will sleep or when their next meal will come. They begin to believe there is greater potential for them out there. [8]

SBCPD, with the assistance of the Vista's, seeks to end the "revolving door of justice" which continually shackles individuals to poverty. This is especially true given that individuals returning from prison face unemployment rates as high as 70 to 80 percent.[5] Studies have shown that 600 days after release from prison, 76 percent of unemployed parolees had recidivated compared to 58 percent of those employed.[6] SBCPD understands that getting people jobs is just not enough. Getting people jobs so they can afford housing and a comfortable living in San Bernardino County is a start to empowering individuals to emerge from poverty. Public defenders from New York to Los Angeles say they have to do a better job of both getting the word out and pushing states to fund those efforts.[9] This is San Bernardino's initial call...

Works Cited:

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2. John M. Nally et. al., "The Post-Release Employment and Recidivism Among Different Types of Offenders with a Different Level of Education: A 5-Year Follow-Up Study in Indiana," International Journal of Criminal Justice Sentences 9, no. 1 [2014]: 16-34; Mark T. Berg and Beth M.

- Huebner, "Reentry and The Ties That Bind: AN Examination of Social Ties, Employment, and Recidivism," Justice Quarterly 28, no. 2, (April 1, 2011).
3. Voice: <https://thevoice.com/san-bernardino-ranks-second-among-california-cities-with-highest-murder-rates/>
 4. Devah Pager, "The Mark of a Criminal Record," American Journal of Sociology, 108, no. 5 (2003): 937-75.
 5. Marcus Nieto, "Adult Parole and Probation in California" (California Research Bureau, September 2003), <https://www.library.ca.gov/crb/03/09/03-009.pdf>.
 6. San Bernardino County, Community Indicators Report, (2018), http://www.sbcounty.gov/Uploads/CAO/Feature/Content/SB_2018_REPORT_-3.pdf
 7. San Bernardino County, Public Health, "Food Security and Obesity in San Bernardino County, (2017); <http://wp.sbcounty.gov/dph/wp-content/uploads/sites/7/2018/01/food-security-and-obesity-in-san-bernardino-county-2017.pdf>
 8. Clearing House Community, Part of the Sargent Shriver National Center of Poverty Law, "Expungement: A Gateway to Work", (April 2015). <https://www.povertylaw.org/clearinghouse/articles/expungement>
 9. NPR, "Scrubbing The Past To Give Those With A Criminal Record A Second Chance", (February 19, 2019), <https://www.npr.org/2019/02/19/692322738/scrubbing-the-past-to-give-those-with-a-criminal-record-a-second-chance>

STRENGTHENING COMMUNITIES

In 2014, the San Bernardino County Public Defender (SBCPD) created the Post-Conviction Relief Unit (hereafter "PCRU"), which was comprised of two attorneys and one office assistant, because the relief granted under the new criminal justice reform propositions and statutes is not automatic. Every person with a criminal history seeking relief needs the assistance of an attorney (SBCPD) because the petitions and the arguments made in support thereof are hyper-technical. As the California Legislature and the electorate continued to pass more criminal justice reform proposition and statues, the department has continued to add more staff to provide additional services. Today, this unit is currently comprised of four attorneys (including one Supervising Deputy Public Defender), two paralegals and three office assistants. Although the SBCPD has been able to continue to bring on additional staff, it still faces funding restrictions which limits the department's ability to develop a comprehensive public education and relief campaign.

Over the last year, the SBCPD has been successful in connecting with government organizations (GO's), community-based organizations (CBO's) and non-government organizations (NGO's) in the cities of San Bernardino, Rancho Cucamonga and Victorville. The SBCPD has jointly conducted 20 job, resource and expungement fairs in the last 12 months. At each of these fairs, the PCRU comes into direct contact with 30 to 200 community members who need assistance in just clearing their criminal records. This does not include the overall number of community members who attend the fairs for job, educational, social services and expungements. Over the last 12 month period, the PCRU has processed 1500 applications. The SBCPD needs to further develop its footholds in the above communities while also expanding its reach into the remaining 21 urban/rural cities and the 81 unincorporated communities.

SBCPD needs the assistance of 4 Vista members to expand the scale, impact and resource leveraging ability of the department to implement its new program Building Communities through Post-Conviction Relief and Engagement. Once the Vista's understand SBCPD's commitment to community-oriented defense practices, its holistic representation philosophy and the communities we serve, they will serve as community liaisons to cultivate relationships, form strategic alliances and promote the department's post-conviction relief services with local GO's, CBO's and NGO's.

SBCPD, with the assistance of the Vista's, will roll-out the new program and begin a new grassroots media campaign to discover, cultivate and strengthen relationships with as many local GO's, CBO's, NGO's that can be identified in San Bernardino County. In partnership with these organizations, SBCPD can establish regular job, resource and expungement fairs that not only attract SBCPD's target population, but also other members of the community seeking education, employment and social services.

Vista members will assist SBCPD in creating a model that can be utilized to expand the reach of the new program into the urban, rural and unincorporated communities within San Bernardino County. This model can then be used and modified as needed to ensure success long after the Vista's three years. One of key components to the success and sustainability of the new project will be the ability to track previous performance and results. As the new program takes root in the new communities, SBCPD and the Vista's will develop accurate data tracking systems to assess progress and results.

Vista members will assist SBCPD in creating a system that will not only be able to account for the number of individuals the department comes in contact with at job, resource or expungement fairs, but also the overall number of attendees. This information will be useful when meeting with GO's, CBO's and NGO's

to convince them to become involved because SBCPD can demonstrate the effectiveness of the events and the attention they will receive by attending.

Vista members will assist SBCPD in creating a new post-conviction portal that will not only market the PCRU services, but it will also allow SBCPD's clients to create an account that will allow them to fill out necessary documentation, communicate with staff and track the progress of their request. SBCPD believes the portal will substantially increase the department's ability to manage the influx of more clients while also enabling clients who have limited resources to easily access the necessary documents and forward them to the department. Ultimately, this new system will foster better access and communication between the department and its clients.

Vista members will assist SBCPD in creating a system that will allow the department to follow up with clients who have had their records cleared to track results; employment, promotions, pay increases, housing, restoring voting rights and connecting with social services. The ability to track tangible results is essential to SBCPD's ability to secure more funding resources and staffing in the future. This system will also enable the department, based upon feedback, to make the necessary changes to ensure long-term stability of the program many years after the Vista's leave.

To accomplish all of the goals set forth above, the 4 VISTA members will be housed in the Human Services Division of the Public Defender's Office, located at 900 E Gilbert St., Bldg. 7, in San Bernardino California. These VISTA members will work under the direct supervision of the Chief Deputy Public Defender of the division and the Supervising Deputy Public Defender who is responsible for overseeing the success of the Department's new program.

Day-to-day, the VISTA members will work alongside the Supervising Deputy Public Defender overseeing the post-conviction team. The Chief Deputy, through weekly meetings, will assess progress and help identify challenges and formulate solutions. Monthly reports to the Assistance Public Defender and bi-monthly meetings with the Public Defender will guide the VISTA's focus and strategic approach to support the effective flow of information, establish and promote the program, and effectuate the paradigm shift of criminal justice reform in the county.

Vista members' daily activities will help the SBCPD to develop systems that will allow the SBCPD to do the following:

- Develop and implement a public relations media plan; help conduct community outreach and organizing meetings with community residents and organizations
- Serve as the direct liaison between these groups and the department in order to establish long term sustainable relationship[s that will assist with the program's success
- Identify potential collaborators and plan informal meetings; improve communication about community projects among partner organizations; Help develop commitments among collaborators to the project
- Develop an outreach plan for target organizations, participants, beneficiaries; help ensure program is relevant to potential partnerships
- Develop a database to track performance measures, success and failure rates; develop social media tools to initiate a grassroots media campaign for the project; train current staff on how to update and maintain the management system; help develop a web based interface/portal

for community based organizations and beneficiaries to use to better access and track services being provided by the department and the project

- Help the department and other community based organizations to recognize the need for volunteers and seek out assistance from organizations such as AmeriCorp Vista; develop partnerships for recruiting volunteers
- Expand existing post-conviction relief efforts to remove criminal convictions from individuals records that prevent employment, promotion, housing or other benefits they may be entitled to
- Help revamp the current system being used to remove criminal convictions that prevent employment, promotion, housing or other benefits

RECRUITMENT AND DEVELOPMENT

METHOD OF RECRUITMENT

The San Bernardino County Public Defender's Office (SBCPD) will seek 4 AmeriCorp Vista members that can serve as a community liaison to cultivate relationship, form strategic alliances and promote the department's post-conviction relief services. The department will advertise and market the position through electronic (email announcements, social media post, department website, AmeriCorp Vista site) and traditional outlets (job board postings, professional journal advertisements), in-person (job/career fairs, community boards and events, workforce development center, etc.), and dedicated recruitment websites.

Department staff will screen candidates for appropriate qualifications, experience and to gauge their commitment. Department staff will screen candidates for appropriate qualifications, experience and to gauge their commitment. Top candidates will be interviewed to ensure that the best qualified candidate(s) is/are selected and join our team.

SKILLS A VISTA SHOULD BRING TO THE POSITION

- Minimum requirement of high school diploma or equivalent.
- Preferred- bachelor's degree- business, accounting, statistics, computer science, social work, public relations, and journalism.
- Organized, able to handle hard deadlines.
- Proficiency in- Word, Excel, PowerPoint, Photoshop, Video editing, Social media (website creation, facebook, twitter)
- Good interpersonal skills.
- Excellent communication skills- oral and written.
- Public Speaking- advocating for others is a key responsibility. Those who love speaking with different kinds of people and making a difference in the lives of others at the grassroots level will thrive in this role.
- Ability to develop contacts in local communities and cultivate sustainable relationships on behalf of the department.
- Serve as a personal contact for the department.
- Ability to coordinate outreach events/meetings.

ADA ACCOMODATIONS-

The SBCPD prides itself on the diversity of its employees, adheres to all Federal Laws regarding accommodating employees with disabilities, and requires all employee attend an in-house training on ADA compliance. SBCPD will provide all reasonable accommodations to meet the needs of qualifying persons with disabilities wishing to serve as a VISTA.

TRANSPORTATION

Although it would be preferred that each Vista member have their own personal transportation, this is not a requirement for selection. The City of San Bernardino has public transportation (bus transit system) that the Vista's would be able to utilize to reach the office they will be assigned to at 900 E. Gilbert St. San Bernardino, California. For travel during work hours or in the course of duties on behalf of the department, the VISTA members (valid driver's license required) will be able to utilize county/department vehicles. Each VISTA will be required to attend a county driver's awareness/safety course upon selection for the position. (no cost will be incurred by the Vista's to attend this course) If in a situation where no county/department vehicle is available for the Vista's to use and their work obligation cannot be rescheduled, Vista's would be reimbursed at the standard mileage rate of \$.58 cents per mile. Vista's may travel an average of 300-500 miles per month using a county vehicle.

INCENTIVES

SBCPD does not currently have the capability to provide any additional incentives at this time other than the training opportunities discussed below.

ORIENTATION AND TRAINING

Upon hiring the Vista members, the Public Defender will announce the member's new role to department staff, key partners and community members. Upon the member's arrival, he or she will be introduced to the executive management team and learn of SBCPD's commitment to community-oriented defense practices and its holistic representation philosophy. After the initial welcoming, the Vista members will be assigned to their regular work location, where he or she will work closely with the Chief Deputy and the Supervising Deputy Public Defender of the post-conviction unit. The Vista members will review the blueprint and plan for implementing the department's Building Communities through Post-Conviction Relief and Engagement. With the support and assistance of the Chief Deputy, Supervising Deputy Public Defender and the post-conviction staff, the Vista members will be consulted in mapping out his or her role in executing the blueprint and achieving the department's goals.

The SBCPD will ensure that the Vista members have the opportunity to visit each SBCPD office location and explore the communities served. SBCPD will also ensure that the Vista members has/have sufficient time to study and understand the departments programs and services, while always having access to the Chief Deputy, Supervising Deputy Public Defender and the post-conviction staff should the members have any questions.

Once the Vista members feel comfortable in their role and understand the requirements, he or she will partner with department staff. Shadowing department staff, at key stakeholder engagements and/or meetings, will allow the Vista members to gain confidence and experience to work more independently and focus on establishing community partnerships and strategic alliances.

Each VISTA member will have the opportunity to attend all in-house trainings that are available to all SBCPD employees. In addition, up to two Vista members may be selected to attend a leadership/management development training program to become a more effective leader.

Throughout the three year program, SBCPD will ensure that the Vista members have assigned office space, office supplies, computer, telephone, iPad, cell phone and county vehicles for transportation between approved events or offices during normal business hours. Also, SBCPD has a full-time IT department that each Vista member will be able to contact should they need technical assistance or support.

VISTA ASSIGNMENT

Over the last year, the SBCPD has been somewhat successful in connecting with CBO's, NGO's to jointly conduct 20 job, resource and expungement fairs. Although the department does receive some phone calls and inquiries for services via the internet, these fairs are currently the primary way the SBCPD is able to make contact with individuals who are potentially eligible to remove convictions off their records.

As has been previously stated throughout this application, the SBCPD needs to expand its efforts, especially given that research shows that 1 in 4 Californians has suffered a criminal conviction. San Bernardino County's population is currently 2,174,938; this means that 543,734 residents have potentially suffered a criminal conviction. Comparing that number to the number of petitions the department has processed in the last year, it is reasonably fair to say that the SBCPD is just scratching the surface in reaching out to individuals who may be eligible to have criminal convictions removed from their records.

Because the SBCPD has such a great need for assistance in expanding its new program, the Vista members key objectives for the next year would be to assist the SBCPD in the following:

- Develop and implement a public relations media plan; help conduct community outreach and organizing meetings with community residents and organizations
- Serve as the direct liaison between these groups and the department in order to establish long term sustainable relationship[s] that will assist with the program's success
- Identify potential collaborators and plan informal meetings; improve communication about community projects among partner organizations; Help develop commitments among collaborators to the project
- Develop an outreach plan for target organizations, participants, beneficiaries; help ensure program is relevant to potential partnerships
- Develop a database to track performance measures, success and failure rates; develop social media tools to initiate a grassroots media campaign for the project; train current staff on how to update and maintain the management system; help develop a web based interface/portal for community based organizations and beneficiaries to use to better access and track services being provided by the department and the project
- Help the department and other community based organizations to recognize the need for volunteers and seek out assistance from organizations such as AmeriCorp Vista; develop partnerships for recruiting volunteers
- Expand existing post-conviction relief efforts to remove criminal convictions from individuals records that prevent employment, promotion, housing or other benefits they may be entitled to
- Help revamp the current system being used to remove criminal convictions that prevent employment, promotion, housing or other benefits

As mentioned above, although the SBCPD has been somewhat successful in connecting with CBO's, NGO's and NGO's over the last year in some cities, we need to do more. The Vista members will help implement the departments new program, begin to expand the reach that the department already has

and serve more residents of our community. Not just over the next year, but the final two years of the grant.

PROJECT MANAGEMENT

SUPERVISION

The supervision structure of the Vista members will be as follows:

G. Christopher Gardner- Public Defender- part-time
Thomas Sone- Assistant Public Defender- part-time
Jennie Cannady- Chief Deputy Public Defender- full-time
David McClave- Supervising Deputy Public Defender- full-time

STRATEGIES USED TO ENSURE PREPAREDNESS AND MONITORING PERFORMANCE

To ensure the Vista members are prepared for their assignments, the Public Defender will announce the member's new role to department staff, key partners and community members. The VISTA members will be introduced to the executive management team and learn of SBCPD's commitment to community-oriented defense practices and its holistic representation philosophy. After the initial welcoming, the Vista members will be assigned to their regular work location within the Human Services Division (900 E Gilbert St.), to promote comradery and team cohesion. Each VISTA member will have an assigned work station, office supplies, computer, telephone, iPad, cell phone and access to county vehicles to carry out all of their assigned task. The SBCPD will ensure that the Vista members have the opportunity to visits each SBCPD office location and explore the communities to be served. SBCPD will also ensure that the Vista members have sufficient time to study and understand the departments programs and services.

Initially, Vista members will meet with the Chief Deputy, Supervising Deputy Public Defender and the post-conviction team to discuss the objectives of the new program. As a team, a strategic plan will be developed based upon the strengths and weaknesses of the Vista members and the institutional resources of the department. From there, clearly defined goals will be established so that everyone on the team knows what direction the new program will be heading from the beginning. The team will also develop a project schedule to define a series of task and milestones that must be completed throughout the duration of the programs grant period.

Day-to-day, the Vista members will work alongside the Supervising Deputy Public Defender, 3 Deputy Public Defenders, 2 paralegals and 3 office assistants who make up the post-conviction team. Initially, VISTA members will shadow each of the post-conviction team members to learn what duties and responsibility each team member has. As the Vista members become more comfortable in understanding their roles and requirements, they will slowly begin to work more independently on some of their projects.

The Chief Deputy, through weekly meetings, will assess progress and help identify challenges and formulate solutions. Monthly reports to the Assistance Public Defender and bi-monthly meetings with the Public Defender will guide the VISTA's focus and strategic approach to support the effective flow of information, establish and promote the program, and effectuate the paradigm shift of criminal justice reform in the county.

PROJECT SITES

N/A

COMMUNITY INVOLVEMENT

The SBCD will ensure that low-income communities have input into the projects plan, execution of the project and ongoing support by announcing the new programs implementation at public and private community policy/speaker engagement events. The SBCPD, with the assistance of the Vista members, will also start a new social media campaign to announce the new programs implementation.

The Vista members will also assist the department in identifying potential CBO's, NGO, GO who will assist in establishing job, resource and expungement clinics. The Vista members will be responsible for establishing connections with these organizations, cultivating relationships and being a direct point of contact to make sure that the partnership formed are sustainable. Strong relationships with these organizations are essential to the new programs success because these organization will assist the SBCPD's ability to start a dialogue for change that will begin to address specific local needs, which will be focused on creating pathways out of poverty for low-income communities. Long term, the SBCPD would like to establish regular regional meetings, where interested parties can come together to discuss issues and develop more sustainable long term solutions for low-income communities.

ASSESSMENT OF PROJECT PERFORMANCE

With the assistance of the Vista members, SBCPD will develop a data collection and tracking system that will allow the department to ensure an unduplicated count of outputs and outcomes. A sample of some of the data the department will be looking to track are:

- Number of CBO's, NGO's and GO's contacted by Vista members
- Number of job, resource and expungement fairs attended/established
- Number of communities, cities or unincorporated areas targeted for the fairs
- Overall foot traffic at job, resource and expungement fairs
- Number of CBO's, NGO's, GO's attending the events and the types of services offered
- Number of potential beneficiaries we make contact with
 - Number of potential beneficiaries who receive services from the department
 - Number of eligible beneficiaries who receive services from the department
 - Specific services received
- Outcome of services
 - Petitions granted, denied
 - Follow up- received employment, promotion, pay increase, housing or any other benefits now that conviction has been removed from beneficiaries records
- Website/Portal/Social Media
 - Number of hits and traffic

The data collection and tracking systems will help to establish a database which will allow the department to quickly generate reports. This will enable the management and post-conviction team to access the data and implement any necessary changes as needed.

Online surveys will also need to be developed and used (ex. survey monkey) to track feedback from the departments beneficiaries and also residents, CBO's, NGO's and GO's that the department comes in contact with.

ORGANIZATIONAL CAPACITY

In 1959, the San Bernardino County Board of Supervisors created the Public Defender's Office to provide legal counsel and defense services for persons accused of felony crimes at the Superior Court level who could not afford to employ private attorneys. In 1961, the department's administration oversaw the offices expanded mandate to represent misdemeanor and juvenile clients. The department's mandates have continued to grow over the years, some of those to include individuals committed to the state hospitals under civil commitment statutes, Proposition 36 three strikes reform initiative and youthful offender's parole eligibility hearings.

The San Bernardino County Public Defender's Office mission is "promoting justice and protecting Constitutional rights through excellent representation." The representation we speak about does not end in the courtroom. Using a holistic approach, the San Bernardino County Public Defender's Office seeks to increase client's opportunities for achieving self-sufficiency. In addition to providing legal defense, our department also seeks to arrange client access to social service programs, assistance with substance abuse dependency, counseling for mental health issues, transportation and housing.

Although the San Bernardino County Public Defender's Office has not previously hosted Americorp members or Vista's, the department does have significant experience in developing anti-poverty programing. Since 2010, the department has become a leader in innovation, developing and implementing programs to operate more efficiently and improve San Bernardino County residents' lives. Below is a list of some of the awards that recognizes this department's ambition to bring about social reform:

- National Association of Counties (NACO) Achievement Awards Program- awards program that seeks to recognize innovative county government programs on a national level.
- 2016 Achievement Award- Gateway Mock Trial Program
 - Partnership with other county agencies that allows our department to provide youthful offenders an opportunity to participate in the mock trial program while in a residential program for non-violent offenders.
- 2016 Achievement Award- Law Day
 - Sponsored by the department, attorneys, investigators and social workers give presentations to schools, non-profit organizations, and other community groups located with the county. The subject matter of the presentation focus on either a designated Law Day theme, or is developed to meet the needs, interest or age group of the audience.
- 2015 Achievement Award- AutoFACTS
- 2015 Achievement Award- REBAR
- 2012 Achievement Award- iPad Project
- 2011 Achievement Award- Alternative Approaches to Rehabilitation

- California Public Defender's Association Program of the Year-
 - 2015 REBAR
 - 2012 iPad Project
 - 2010 Alternative Approaches to Rehabilitation
- California State Association of Counties
 - 2013 Challenge Award- REBAR

In addition to developing programs that have been recognized at the national and state levels, the San Bernardino County Public Defender's Office actively engages in community oriented defense through the following:

Commitment to client-centered representation: 1) attorneys, investigators, and social workers who collaborate and participate to help identify client needs 2) refer clients to programs and services 3) resolve criminal matters 4) support family structures, and when possible, 5) address client's civil legal needs. Recently, the department's commitment to Community Oriented Defense allowed a 19 year-old client, facing a life sentence, to return to his family and the community. By engaging the support of social workers, investigators and community-based organizations, the attorney developed and submitted a mitigation brief and supplemental mitigation statement to the court for consideration. The Court, with a more complete picture of the client's history and an understanding of the long-term impact of "tough on crime" policies, granted the client probation. The client, with the support of his family, has access to the resources he needs to successfully reintegrate into the community. Community-oriented defense practices gave this youth a new opportunity to pursue life and avoid continued involvement in the criminal justice system.

Community Engagement speaker series: 1) The Public Defender and executive management staff speak at various public and private community policy related events throughout the state and the country.

Record Clearing and Post-Conviction Relief Programs (hereafter "PRCU"): 1) partnerships with local agencies, community based organization to assist client in clearing their records to reduce consequences of past convictions and removing artificial barriers to self-sufficiency 2) Youthful Offender Mitigation Unit that gathers evidence and prepares a mitigation report for Youthful Offender Parole hearings.

Social Services Practitioner Unit: 1) attorneys refer clients to social workers for needs assessment, referrals to appropriate services and placements that aid in their success. Additionally, social workers perform biopsychosocial assessments, identify mitigation facts and support attorneys in developing and presenting mitigation reports for sentencing phases and at parole hearings.

Immigration Consequences: 1) dedicated immigration law attorneys on staff to defend clients against negative immigration consequences of criminal case dispositions.

Mentoring Programs: 1) collaborative partnership with local colleges, universities and community-based organizations to augment services to clients and support educational and career achievement.

Law Day: 1) community outreach (primarily to local school districts and organizations) to educate the public about the practice of law and the protection of Constitutional rights.

Child and Youth Programs: 1) collaboratives that emphasize education, volunteerism and public service:

- Parent and Child Connection (PACC): reading program that provides incarcerated parents an opportunity to connect with their children. Parents select books, record an audio reading, and send their child the book and accompanying audio.
- County Mock Trial- attorneys coach local high school mock trial teams, evaluate student performances and preside over trials, providing students an opportunity to learn about the criminal justice system.
- Gateway Mock Trial- described above

Truancy Reduction Programs: 1) collaborative partnerships that focus on preventing juvenile involvement in the justice system by addressing factors that lead to chronic school absenteeism.

- Let's End Truancy (LET): department social service practitioners participate in school attendance review board hearings, perform in-home screenings and refer clients and their families to services and community supports.
- Making Attending a Priority (MAP): department social service practitioners focus on educational progress and school attendance to improve the likelihood of long-term student success.
- Supporting Attendance For Education (SAFE): department social service practitioners' focus on providing youth and their families' access to prevention and early intervention services, thereby increasing self-sufficiency and decreasing truancy and substance abuse.

The key partnerships the department will rely upon are community-based organizations (CBO's), non-government organizations (NGO's) and government organizations (GO's), elected officials and community members who can promote the benefits of PCRU services and help educate policy makers and the public on the importance of rehabilitation and community restoration.

The SBCPD will seek 4 Americorp Vista members that can serve as a community liaison to cultivate relationship, form strategic alliances and promote the department's post-conviction relief services. The department will advertise and market the position through electronic (email announcements, social media post, department website, Americorp Vista site) and traditional outlets (job board postings, professional journal advertisements), in-person (job/career fairs, community boards and events, workforce development center, etc.), and dedicated recruitment websites. Department staff will screen candidates for appropriate qualifications, experience and to gauge their commitment. Top candidates will be interviewed to ensure that the best qualified candidate(s) is/are selected and join our team.

San Bernardino County Public Defender is committed to providing post-conviction relief and other appropriate services to our clients and help to reintegrate them into the community. As

such, the department has selected an experience and effective Chief Deputy Public Defender to serve as site supervisor. The Chief Deputy, along with the staff of the PRCU (4 attorney's [1 Supervising Deputy Public Defender], 2 paralegals and 3 office assistants) will all be available and will have the necessary support structure to make sure the Vista members succeed.

Upon hiring the Vista members, the Public Defender will announce the member's new role to department staff, key partners and community members. Upon the member's arrival, he or she will be introduced to the executive management team and learn of SBCPD's commitment to community-oriented defense practices and its holistic representation philosophy. After the initial welcoming, the Vista members will be assigned to their regular work location, where he or she will work closely with the Chief Deputy, Supervising Deputy Public Defender and the post-conviction staff. The Vista member will review the blueprint and plan for implementing the department's Building Communities through Post-Conviction Relief and Engagement. With the support and assistance of the Chief Deputy and the PRCU, the Vista member will be consulted in mapping out his or her role in executing the blueprint and achieving the department's goals.

The SBCPD will ensure that the Vista members have the opportunity to visit each SBCPD office location and explore the communities served. SBCPD will also ensure that the Vista members has/have sufficient time to study and understand the departments programs and services, while always having access to the Chief Deputy and PRCU should the members have any questions.

Once the Vista members feel comfortable in their role and understand the requirements, he or she will partner with department staff. Shadowing department staff, at key stakeholder engagements and/or meetings, will allow the Vista members to gain confidence and experience to work more independently and focus on establishing community partnerships and strategic alliances.

Throughout the three year program, SBCPD will ensure that the Vista members have assigned office space, office supplies, computer, telephone, iPad, cell phone and county vehicles for transportation between approved events or offices during normal business hours.

OTHER

N/A

INTERMEDIARY JUSTIFICATION

N/A

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Please enter/review your site information.

Site information

SBPD Human Services Division

[view/edit](#)[add a new site](#)**Project Application Info**Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New ProjectsType: New
Status: Grantee Initial Entry**Legal Applicant Info**San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415508 Approved | [Contact Help Desk](#) | [disable the pictures](#)
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Enter/Edit a Site

Please enter/edit your site information. All fields marked with an asterisk (*) are required.

* Site Name: SBPD Human Services Division

* Site Type: Both

Summer Associates: ☐

* Address: 900 E Gilbert St

Bldg 7

* City: San Bernardino

* State: CA California

* Zipcode: 92415 - 0911

* Organization EIN: 95-6002748

* Supervisor Name: David McClave

* Supervisor Email: dmcclave@pd.sbcounty.gov

* Supervisor Contact Phone: 909 . 387 . 0569 ext.

cancel

save & close

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Project Application Info

Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New ProjectsType: New
Status: Grantee Initial Entry

Legal Applicant Info

San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415

Documents

Please select the appropriate status for each document.

Document Status List: add a new

☒ status entered ☐ status not entered

Document Name

Document Status

delete

☒ Auditor's Statement Page

Sent

☒ Articles of Incorporation

Not Applicable

☒ Board of Directors

Not Applicable

☒ Organizational Chart

Sent

☒ Tax-Exempt Status Form

Not Applicable

☒ Supervisor's Resume

Sent

☒ Negotiated Indirect Cost Agreement

Not Applicable

☒ Supervisor's Job Description

Sent

☒ Two Letters of Support

Sent

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David McClave

900 E. Gilbert St., Bldg, 7, San Bernardino CA 92415, (909) 387-0569
dmcclave@pd.sbcounty.gov

Education

- Concordia University Irvine, Bachelors in History/Political Science, 2000
- California Western School of Law, Juris Doctorate, 2004

Work Experience

- San Bernardino County Public Defender's Office, Deputy Public Defender I – V, July 2007 – August 2017. Supervising Deputy Public Defender- August 2017 – present.
- San Diego County Public Defender's Office, Deputy Public Defender I, April 2006 – April 2007.
- Van Dyke & Associates, Post Bar Law Clerk/Associate Attorney, August 2004 – March 2006.
- San Diego County Public Defender's Office, Certified Law Clerk, November 2002 – August 2003.

Leadership Roles

- Supervising Deputy Public Defender, Human Services Division- currently directly supervise 11 attorneys, 3 investigators, 1 investigative technician, 5 office assistants
- Supervising Deputy Public Defender, Rancho Division- directly supervised 10 attorneys and 4 office assistant
- Civil Commitment Unit- oversaw the work of seven attorneys, one Public Service Employee and one Investigator.
- Deputy Public Defender II-V Central- team leader of 30 different attorneys during my time spent working in the Central Division. Conducted recruitment and interviews of law clerks and new attorneys.
- Conducted numerous trainings for the office within the last few years in the areas of 1368, mental health, civil commitments, preliminary hearings, felony sentencing and trial advocacy.

Leadership Training

- County of San Bernardino Management Leadership Academy- Supervisor Development
- County of San Bernardino Management Leadership Academy- Management Development
- San Bernardino County Public Defender's Office Management Seminar
- California Public Defender's Association Annual Management Seminar- 2014, 2016, 2017
- NLADA's New Leadership Training- 2017

Volunteer Service

- Gateway, CASA Golf Tournament, Law Day, Mock Trial, Youth Court Judge, Expungement Clinics, Option House speaker, Community Collaboration Rialto and San Bernardino Unified School Districts

SUPERVISING DEPUTY PUBLIC DEFENDER JOB DESCRIPTION

Definition

Under general direction, supervises the operations of a functional unit or branch office of the Law Offices of the Public Defender; performs related duties as required.

Distinguishing Characteristics

Positions in this class are characterized by the responsibility for directing the daily operations of a functional unit or branch office which includes administrative support and supervision of attorneys and clerical staff. This class is distinguished from the Chief Deputy Public Defender by the latter's overall managerial responsibility for multiple branch offices or a major functional unit.

Examples of Duties

Duties may include, but are not limited to, the following:

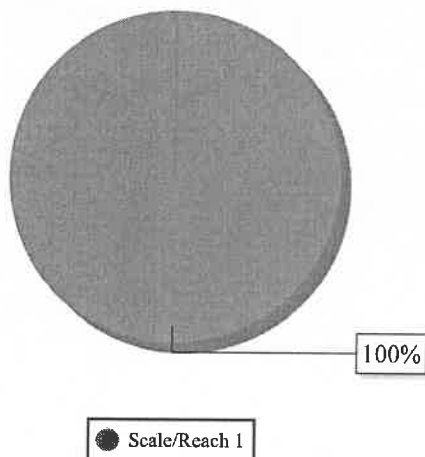
1. Assigns all cases; supervises and directs the preparation, presentation and appeal of cases, maintains court calendars.
2. Supervises the daily operations of the office and the administration of criminal cases processed by that office; provides budgetary input.
3. Participates in hiring and disciplinary actions; trains and evaluates work performance of trial attorneys, recommends personnel actions.
4. Checks questions of law and counsels attorneys on strategy; reviews and evaluates disposition of difficult and politically sensitive cases.
5. Maintains liaison with department administration, police agencies, courts and other County offices.
6. Conducts caseload analysis; studies calendar patterns and office efficiency; devises and implements techniques to improve operational effectiveness.
7. Conducts trial defense of clients charged with a wide variety of offenses; decides and makes appropriate legal motions and pleas, and takes other legal action on behalf of client; prepares trial strategy and argues cases.
8. Prepares briefs, appeals, writs and other legal documents; orders investigations and subpoenas.
9. Provides vacation and temporary relief as required.

PM Summary Report for Application ID: 19VS218419

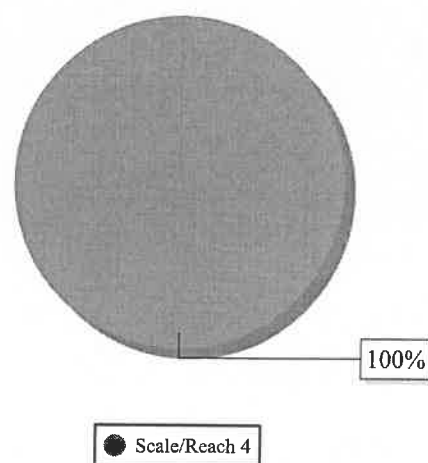
Page 1

Grant application ID: 19VS218419
NOFA: FY 2020 AmeriCorps VISTA State New Projects
Type: New Application **Status:** Grantee Initial Entry
Submitted:
Legal Applicant Name: San Bernardino County Public Defender's Office

of Capacity Building PM's per Capacity Building Goal



of VISTAs Requested per Capacity Building Goal



SBPD Human Services Division

Scale/Reach - Full Time

Capacity Goal	Scale/Reach
Objective	Capacity Building & Leverage
Project Year	1
# of VISTAs Requested	4

Output

Number of beneficiaries who receive services from the project

Target 2500 Individual Clients where petition are filed

Measured By Other

Describe Instrument Tracking mechanism that ensures an unduplicated count of individuals who have received services

Output

Number of collaborative relationships establish with CBO's, NGO's, GO's

Target 10 Individual organization

Measured By Other

Describe Instrument Tracking mechanism and database to ensure an unduplicated count of the number of CBO, NGO, GO organizations contacted, collaboration/partnership formed; services each organization offers or contributes to project

Outcome

Increase the programs scale and reach

Target 6 cities or unincorporated areas

Measured By Other

Describe Instrument Tracking mechanism to ensure an unduplicated count of the number of cities and unincorporated communities services are provided in.

PM Summary Report for Application ID: 19VS218419

Page 2

SBPD Human Services Division

Scale/Reach - Full Time

Service Activities

Community assessment

Description Help design a community assessment plan and a system to monitor the most pressing community needs and challenges

Service Activities

Community awareness and engagement

Description Help to develop and implement a public relations media plan; help conduct community outreach and organizing meetings with community residents and organizations

Service Activities

Expand/strengthen partnerships/networks

Description Identify potential collaborators and plan informal meetings; improve communication about community projects among partner organizations; Help develop commitments among collaborators to the project

Service Activities

Outreach

Description Develop an outreach plan for target organizations, participants, beneficiaries; help ensure program is relevant to potential partnerships

Service Activities

Performance measurement

Description Help develop a management system for the project and for the anti-poverty programming

Service Activities

Program Development and Delivery

Description Help to expand existing post-conviction relief efforts and develop the new community engagement efforts

Service Activities

Technology use

Description Develop a database to track performance measures, success and failure rates; develop social media tools to initiate a grassroots media campaign for the project; train current staff on how to update and maintain the management system; help develop a web based interface/portal for community based organizations and beneficiaries to use to better access and track services being provided by the department and the project

Service Activities

Volunteer recruitment and management system

Description Help the department and other community based organizations to recognize the need for volunteers and seek out assistance from organizations such as AmeriCorp Vista; develop partnerships for recruiting volunteers

Anti-Poverty PM1.2 - Employment

Focus Area Economic Opportunity

Objective Employment

of VISTAs Requested 4

Anti-Poverty Output

OIA: Number of individuals served

Target 4500 Individuals

Measured By

Describe Instrument Make contact with individuals who have criminal convictions that may be eligible for post-conviction relief

PM Summary Report for Application ID: 19VS218419

Page 3

SBPD Human Services Division

Scale/Reach - Full Time

Anti-Poverty PM1.2 - Employment

Anti-Poverty Outcome

O21: Number of individuals with improved job readiness

Target 2000 Individuals

Measured By

Describe Instrument Submit petitions to the court to on behalf of individuals who have criminal convictions that are eligible for post-conviction relief

Anti-Poverty Program Strategy/Intervention

Job eligibility

Description Remove criminal convictions that prevent employment or promotion

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Budget Section I. Volunteer Support Expenses

Please enter the necessary budget information for your project.

Project Personnel Expenses : Add a new budget item ?

Position/Title	Qty	Annual Salary	% Time	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
VISTA Project Supervisor			0.0	\$0	\$0	\$0	\$0	edit	
Subtotal	0	\$0		\$0	\$0	\$0	\$0		

Personnel Fringe Benefits : Add a new budget item ?

Item	Description	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
FICA		\$0	\$0	\$0	\$0	edit	
Health Insurance		\$0	\$0	\$0	\$0	edit	
Retirement		\$0	\$0	\$0	\$0	edit	
Life Insurance		\$0	\$0	\$0	\$0	edit	
Subtotal		\$0	\$0	\$0	\$0		

Local Travel : Add a new budget item ?

Purpose	Calculation	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
Subtotal							

Long Distance Travel : Add a new budget item ?

Project Application Info

Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New ProjectsType: New
Status: Grantee Initial Entry

Legal Applicant Info

San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415

Purpose	Destination	Trans. Amount	Meals/ Lodging	Other Travel	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
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Subtotal**Equipment : Add a new budget item** ?

Item/Purpose	Qty	Unit Cost	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
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Subtotal**Supplies : Add a new budget item** ?

Item	Calculation	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
------	-------------	-----------------	---------------	------------------	-------------------	------	-----

Subtotal**Contractual Service : Add a new budget item** ?

Purpose	Calculation	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
---------	-------------	-----------------	---------------	------------------	-------------------	------	-----

Payroll		\$0	\$0	\$0	\$0	edit	
---------	--	-----	-----	-----	-----	-------------	--

Subtotal		\$0	\$0	\$0	\$0		
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Other Volunteer Support Costs : Add a new budget item ?

Item	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
------	-----------------	---------------	------------------	-------------------	------	-----

Criminal History Checks	\$0	\$0	\$0	\$0	edit	
-------------------------	-----	-----	-----	-----	-------------	--

Communications	\$0	\$0	\$0	\$0	edit	
----------------	-----	-----	-----	-----	-------------	--

Printing	\$0	\$0	\$0	\$0	edit	
----------	-----	-----	-----	-----	-------------	--

Logistics	\$0	\$0	\$0	\$0	edit	
-----------	-----	-----	-----	-----	-------------	--

Audit	\$0	\$0	\$0	\$0	edit	
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Subtotal	\$0	\$0	\$0	\$0		
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Indirect Costs : Add a new budget item ?

Cost Type	Basis	Calculation	Rate	Rate Claimed	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
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Subtotal**Subtotal:**

Total Amount	CNCS Share	Grantee Share	Member Support
\$0	\$0	\$0	\$0
	0%	0%	0%

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Budget Section II. Volunteer Expenses

Please enter the necessary budget information for your project.

Full Time (Federal) : Add a new budget item ?

Description/Sites	# Mbrs	Allowance Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
SBCPD/Human Services	2	\$14,666	\$29,332	\$0	\$0	\$29,332	edit	del
Subtotal	2	\$14,666	\$29,332	\$0	\$0	\$29,332		

Full Time (non-Federal) : Add a new budget item ?

Description/Sites	# Mbrs	Allowance Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
SBCPD/Human Services	2	\$14,666	\$29,332	\$0	\$29,332	\$0	edit	del
Subtotal	2	\$14,666	\$29,332	\$0	\$29,332	\$0		

Project Application Info

Project Application ID:
19VS218419NOFA: FY 2020 AmeriCorps
VISTA State New ProjectsType: New
Status: Grantee Initial Entry

Legal Applicant Info

San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415

Summer Associate (Federal) : ?

Description/Sites	# Mbrs	Allowance Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
Subtotal								

Summer Associate (non-Federal) : ?

Description/Sites	# Mbrs	Allowance Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
Subtotal								

Education and End of Service Awards

Item	# Mbrs	Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
Education Award	4	\$5,920	\$23,680	\$0	\$0	\$23,680	edit	
Education Award - Summer Associate	0	\$1,252	\$0	\$0	\$0	\$0		
End of Service Stipend - Regular		\$1,800	\$0	\$0	\$0	\$0	edit	
End of Service Stipend - Leader		\$3,000	\$0	\$0	\$0	\$0	edit	
End of Service Stipend - Summer Associate	0	\$311	\$0	\$0	\$0	\$0		
Subtotal	4	\$12,283	\$23,680	\$0	\$0	\$23,680		

Health Insurance

Item/Description	# Mbrs	Rate	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
Health Insurance	4	\$2,700	\$10,800	\$0	\$0	\$10,800	edit	
Subtotal	4	\$2,700	\$10,800	\$0	\$0	\$10,800		

FICA

Item/Description	Stipend Amount	Rate (%)	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
FICA		7.65%	\$0	\$0	\$0	\$0	edit	
Subtotal	\$0		\$0	\$0	\$0	\$0		

Travel : Add a new budget item

Item/Description	Calculation	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
SBCPD/Human Services	\$0.58 cents per mile reimbursement	\$2,000	\$0	\$2,000	\$0	edit	del
Subtotal		\$2,000	\$0	\$2,000	\$0		

Other Volunteer Expenses : Add a new budget item

Item	Description	Total Amount	CNCS Share	Grantee Share	Member Support	edit	del
SBCPD/Human Services	Management Leadership Training for 2 VISTA members	\$1,500	\$0	\$1,500	\$0	edit	del
Federal COLA Increase		\$0	\$0	\$0	\$0	edit	
Non-Federal COLA/Costshare Increase		\$0	\$0	\$0	\$0	edit	
Fingerprinting Reimbursement	Enter \$25 per full-time grant VISTA	\$0	\$0	\$0	\$0	edit	
Pre-Service Orientation		\$0	\$0	\$0	\$0	edit	
Early/In-Service Training		\$0	\$0	\$0	\$0	edit	
Subtotal		\$1,500	\$0	\$1,500	\$0		

Subtotal:

Total Amount	CNCS Share	Grantee Share	Member Support
\$96,644	\$0	\$32,832	\$63,812
	0%	34%	66%

Validate this budget 

508 Approved | Contact Help Desk | disable the pictures

Release version: 6.13

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10/10/2019, 9:10 PM, EDT

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eGRANTS

Welcome David

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Project Application Info

Project Application ID:
19VS218419

NOFA: FY 2020 AmeriCorps
VISTA State New Projects

Type: New
Status: Grantee Initial Entry

Legal Applicant Info

San Bernardino County Public
Defender's Office
900 E Gilbert St
Bldg 24
San Bernardino, CA 92415

NOFA Information

- **NOFA:** FY 2020 AmeriCorps VISTA State New Projects
- **Project Application ID #:** 19VS218419
- **Due Date:** 09/15/2020
- **Summary:** The FY 2020 AmeriCorps VISTA State NEW Projects NOFA is for new projects with start dates between October 2019 and September 2020. Please contact your CNCS State Office for confirmation if uncertain which NOFA to apply against.

View/Print your application

Please click on any of the following links to view/print a report.

- **Application View Revision Log**
- **Application for Federal Assistance: view/print report**
- **Budget: view/print report**
- **Budget Narrative: view/print report**
- **Program Summary Chart: view/print report**

Applicant Info: edit

- **Applicant/User:** Mr. David McClave
- **Authorized Representative:** McClave, David
- **Applying Type:** New
- **Applying:** Directly to CNCS

Application Info: edit

- **Areas affected by the project:**
San Bernardino County
- **Project Start and End Dates:** 12/22/2019 ~ 03/27/2022
- **Subject to Review by State Executive Order 12372 Process:** No
- **Delinquent on any federal debt?** No

Narratives: edit

- Executive Summary: entered
- Summary of Accomplishments: entered
- Need: entered
- Strengthening Communities: entered
- Recruitment and Development: entered
- VISTA Assignment: entered
- Project Management: entered
- Organizational Capability: entered
- Other: entered
- Intermediary Justification: entered

Documents: edit

Auditor's Statement Page - Sent
Articles of Incorporation - Not Applicable
Board of Directors - Not Applicable
Organizational Chart - Sent
Tax-Exempt Status Form - Not Applicable
Supervisor's Resume - Sent
Negotiated Indirect Cost Agreement - Not Applicable
Supervisor's Job Description - Sent
Two Letters of Support - Sent

Budget Section 1 Subtotal: edit

Total Amount	CNCS Share	Grantee Share	Member Support
\$0	\$0	\$0	\$0
	0%	0%	0%

Budget Section 2 Subtotal: edit

Total Amount	CNCS Share	Grantee Share	Member Support
\$96,644	\$0	\$32,832	\$63,812
	0%	34%	66%

Budget Total: Validate this budget ☒

Total Amount	CNCS Share	Grantee Share	Member Support
\$96,644	\$0	\$32,832	\$63,812
	0%	34%	66%